



Natural Resources Conservation Service
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*Helping People
Help the Land*

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Transmitted via Email

March 8, 2007

MINNESOTA BULLETIN NO. 250-7-9

SUBJECT: FNM – TECHNICAL SERVICE PROVIDER (TSP) CONTRACTS

Purpose. To provide instructions on managing TSP Obligations.

Expiration Date. September 30, 2007.

Minnesota has been a leader in obligating funds with Technical Service Providers (TSPs) through both Contribution Agreements (CA) and producer contracts. This effort began in 2003 and continues into the present. At this time there is approximately \$2.2 million of obligated funds from 2003-2006 that have not been disbursed. Due to the age of these obligations, NRCS must now close out these agreements and contracts. **No further modifications will be approved to extend any existing TSP agreements beyond September 30, 2007.**

A listing of 2003-06 TSP contracts with unliquidated obligations (remaining dollars) will be sent separately to the ASTCs(FO) and APS. Field office staff should work with their respective ASTC (FO) to execute one of the four tasks outlined below. The ASTC (FO) will then request the State Office FNM Section complete the corresponding action.

1. The work has been completed, payments have been made and a balance remains.

Action: Inform your ASTC (FO) who will then inform the State Office FNM Section of this fact and the State Office FNM Section will deobligate the unliquidated obligation balance.

2. The work has been completed, payments have not been made.

Action: Field office staff should work with the agreement/contract holder to complete payment forms and process in the usual manner. The payment should be marked final. If a balance remains, it will be deobligated by the State Office FNM Section.

3. The work has been started but not completed.

Action: Field office staff should work with the contract holder and make sure the work is completed as soon as possible but not later than September 30, 2007. Once completed, the payment should be processed in the usual manner. The payment should be marked final. If a balance remains, it will be deobligated by the State Office FNM Section.

4. The work has not been started.

Action: For contracts and agreements obligated in FY2005 and earlier, field office staff should inform the agreement/contract holder that their agreement/contract has expired and, since work has not been started, it will be terminated. The field office staff will inform your ASTC (FO) who will then inform the State Office FNM Section of this so that the dollars may be deobligated.

The TSP funds will not be subject to the cost recovery process for this cleanup effort.

Questions should be directed to Bryan Welp, Budget Officer at the State Office.

//s//

WILLIAM HUNT
State Conservationist

Attachment

DIST: ASTC (FO)
DC's
Tim Koehler
Myron Taylor
Charles Montgomery
Bryan Welp
Steve Muyskens
Jeff St. Ores